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Report for Week Ending 21 November 1956  
from  
PROJECT STAFF

Project 4-84 - Vital Materials Microfilm Project

Microfilming of Vital Materials in the Security Office continues. This project is approximately 75% complete.

Microfilming of Vital Materials in the Personnel Office commenced this week. This project is 25% complete.

Projects 4-83, 4-96, 5-59, 5-68

No change from previous report.

General Information

The following persons visited the repository during the past week:

NAME

OFFICE

REASON

ORR/Geographic Division

To view the Vital  
Materials of ORR/GO

OSI/Naval Air Force Div.

To inspect the Vital  
Deposits of OSI/NAF

OCR/Library

To work on the  
Reference Library at

DDP/RI

To make a deposit and  
withdrawal of Vital  
Materials

A meeting was held with Mr. [redacted] Security Office, to discuss the best method for depositing the "true" clearances file. The fact that this file was not available during Operation Alert 1956 was pointed out as a deficiency in the OSI system. It was decided that this file would be filmed semi-annually. *critique*

The installing of file systems in the various branches of OCR/SR continues. Filing Systems have now been installed in the Office of the Chief, Information Control Staff and Analysis Branch. At the present time Mr. [redacted] is installing a system in the Machine Branch. The [redacted] Branch is the only other remaining Branch to be completed.

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